



Stratfield Mortimer Parish Council

Unadopted Minutes of Meeting held on Thursday 9 October 2008 @ 7.30 p.m.

Present: Councillors: T Shorrocks (Chairman), N Kiley (7:45), D Morsley, K Davies, P Blagden, A Colaço (7:45), D Ives, M Lock, S Clark, A Philips A Smith (7:45), and the Clerk.

Apologies: Councillors: J Morden, P Challis, A Thorpe

Declaration of Interest: Cllr Philips 08/146 (xi)

08/133 **Minutes and Matters Arising:**

Minutes: The Minutes of the Meeting of 11th September 2008 and were approved as a true record and signed by the Chairman.

Matters Arising: No matters arising.

08/134 **Report from District Councillors:** Cllr Mollie Lock reported that the new waste collection scheme still has problems and some Mortimer residents still do not have green waste bins or green collection bags. Over 50% of households in West Berkshire have missed collections at various times. On the plus side the rate of recycling has increased from 22% to 37%. The Paces Hill recycling site has closed and will remain closed as green waste is now collected house to house. The Council have voted through the abolition of Area Forums and have agreed to hold more Parish/District Conferences and to make them more informal. West Berkshire Council has had difficulty getting the vegetation cut back in The Street and have had to do the work themselves which is the landowner's responsibility. Cllr Lock has asked WBC to cut back the grass bank and earth which has spread across the path beside the field adjacent to Mortimer Hill and Mortimer Hall. A petition signed by 491 residents asking for a 20 mph speed limit and flashing sign outside of St Mary's School was handed in to West Berkshire Council. Unfortunately the Highways Department have replied saying that the 20 mph speed limit is against policy and the school is due to get a flashing sign in 2010. Cllr Lock believes that funds are there to provide the signs so will be pressing the Executive Member for Highways for some urgent action. West Berkshire Council has also had problems with Taylor Wimpey who have not met all the landscaping requirements etc on the Mortimer Hill estate and the Planning Enforcement section has now become involved. West Berkshire Council has successfully prosecuted the owner of Fairfield Park for 25 counts of breaching the licence conditions. The owner did not attend the hearing and if the Council successfully prosecute him a third time his licence can be revoked. The Courts have also ordered that the site manager should be evicted by the 8th October and it is believed he has already moved but not all his lorries or scrap has gone. It was also noted that the movement of this detritus has caused a mass rat migration into the surrounding properties. Mrs Val Drake from the Post Office 'phoned Cllr Lock to say that she was surprised that one of the Parish Plan Refresh questions for the Open Meeting included providing a service to help people to collect parcels from the Post Office. She pointed out that people can do this now free of charge but only because she has agreed to provide the service, otherwise residents would have to go to Hook to collect parcels etc. It was agreed that this was a mis-understanding and that Cllr Morsley would speak to Mrs Drake. It was also agreed to offer a vote of thanks to Mrs Drake for providing this service to Mortimer residents. Cllr Lock was asked to contact Highways regarding the broken drain cover in the highway by the Mortimer Hill roundabout. It was agreed that SMPC would also write to highways about this and concern about the junction.

i. **Full up-date on S106 monies received for the Mortimer Hill Development:** This was held over until the next meeting.

08/135 **Report from Finance and General Purposes Meeting:** Cllr Clark reported that the Finance and General Purposes Committee met on the 22nd September. The items discussed were: update on the

compensation claim against the Council; update on the sub-lease for Community Building (see 08/140(ii)). The Fairground Charging Policy which is still in hand and a further working party meeting has been arranged who will report back to the next Finance and General Purposes Meeting. The first stages of budget preparation for the 2009/10 budget were discussed. A summary of the S106 monies received/expected for Open Spaces (the Fairground) will be passed to the Fairground Trees and Amenities to comment who will report back to the F & G P Committee.

- i. **Proposal to continue to fund the PCSO on a shared basis for the financial year 2009/10:** Cllr Davies proposed that the Council continue to fund the PCSO on a shared basis for the financial year 2009/10; this was seconded by Cllr Ives and unanimously agreed. This will be included in the budget for the forthcoming financial year.
- ii. **Proposal as unanimously recommended by the F & G P Meeting that a Co-Op Bank Guaranteed Investment Account be opened for a period of six months for the earmarked funds and residual S106 monies.** The Clerk (RFO) reported that the remaining balance of S106 monies (Open Spaces) received but not spent is £38,939 and when added to the balance of earmarked funds totals £53,214. Cllr Lock proposed that this amount be invested in a new Co-Op Bank Guaranteed Investment Account for six months and this was seconded by Cllr Clark and unanimously agreed. The Clerk to action. The Fairground, Trees and Amenities Committee will look into possible projects for the S106 monies and will report back to the next Finance and General Purposes Meeting.

08/136 **Further to Minute No 08/132 to resolve to formally adopt the SMPC Dignity at Work Policy as recommended by the F & GP Committee:** Cllr Clark proposed that the previously circulated Stratfield Mortimer Dignity at Work Policy be adopted, this was seconded by Cllr Davies and carried unanimously.

08/137 **Planning:** In the absence of Cllr Morden the Clerk reported that the Planning Committee had met once since the September meeting on the 1st October 2008 when four plans were considered.

08/01429/FULD Land to the rear of 33 St John's Road. New 2 bedroom detached dwelling. Object:

1. Overdevelopment of site.
2. Lack of amenity space.

08/01754/RETRO Fox and Horn (Cinnamon Tree) Walkway canopy. No objection.

08/01796/HOUSE Hunters Lodge, Brewery Common. Conservatory. No objection.

08/01824/FUL The Fairground, Community Centre. Removal of condition 9 of section 73 of Permission for Application 08/01281. No objection. This condition was imposed by West Berkshire Council and West Berkshire Council is best adjudged to make this decision.

The following Planning Officers recommendations have been received from West Berkshire Council:

08/01374/HOUSE 26 Damson Drive. Conservatory. Approved.

08/01662/LBC Mortimer Railway Station – replacement of 2 platform coping stones to accommodate track slow and installation of tactile warning paving to comply with DDA requirements has been withdrawn - no reason given.

Cllrs Morden and Kiley together with Cllr Davies and the Clerk attended the Eastern Area Planning Meeting at the Calcot Centre on 24 September 2008 to argue the Parish Council's case against the Officer's recommendation for refusal of the proposed additional 100 car park to the east of the Station. The Committee voted for refusal but clearly indicated that they agreed additional car parking was required. The West Berkshire Council Officers were, on the other hand, entirely negative. The way forward is to meet with West Berkshire Council Planning Officers to endeavour to overcome their, to our mind, unreasonable objections. A resolution regarding this is below.

Two large advertisements of a permanent nature have appeared on the St John's Road side of the Old Bank Chambers in West End Road. Both being approximately 6ft x 4ft 6 inches require planning permission and the Enforcement Officer at West Berkshire Council has been asked to investigate this.

08/138 **Update on Station Car Park Planning Application:** Cllr Kiley updated councillors on the Eastern Area Planning Meeting where the planning application was refused.

Cllr Davies proposed that SMPC should set up a working party in response to invitations expressed at the Eastern Area Planning Committee Meeting for SMPC to enter into direct discussions with Planning Officers in order to resolve detailed concerns over the station car park project. This was seconded by Cllr Colaço and put to the vote: 7 in favour, 2 against and 2 abstentions. Carried. Cllr Morden is to be asked to set up a working party.

08/139 **Roads, Footpaths and Commons:** Cllr Ives reported the Brewery Common bank has been treated and will be seeded in the near future. The Committee has not met as was waiting for the results of the

footpath issues in The Street but that a Committee Meeting will be arranged in the near future. Further to the District Councillor's report (above) it was agreed that some of the hedges in The Street had been cut by West Berkshire Council but it has not been radical enough and needs to be done again. Cllr Lock is to follow this up and a letter will also be sent from SMPC. It was also agreed that the Clerk would send letters to identified properties where hedges have been reported as encroaching the pavement.

i. **WBC (various roads in Mortimer) Proposed Traffic Regulation Order consultation. Prohibition and Waiting Restrictions, Disabled Parking and no stopping Order (copy attached).** After a lengthy discussion and having reviewed the plans Cllr Shorrock proposed that

1. In some areas such as around the war memorial and at the junction (roundabout) with Victoria Road, Stephens Road and Groves Lea there are over use of yellow lines.
2. The Parish Council felt that a 2 hour parking restriction in the Car Park outside St John's Church is more appropriate than 1 hour and it is unclear whether the time limit would extend to all spaces or just those on the side nearest the Church.
3. A proposal that a joint discussion between representatives from St Mary's School, West Berkshire Council and the Parish Council be organised regarding any parking problems around the St Mary's School and The Street.

It was agreed that in view of timescales and the Clerk's pending leave to delegate this in the Clerk's absence to Cllrs Shorrock and Ives to respond to the consultation on the Council's behalf.

08/140 **Fairground, Trees and Amenities:** Cllr Blagden reported that a significant amount of weed had been removed from the Fairground Pond by volunteers and the Pang and Kennet Valley Project at the Pond Clearance held on Saturday 13th September. Replacement of the tennis court fence commenced on Monday 6th October. Cllr Blagden reported that because the date of the installation had been pushed back by two months to accommodate the tennis club and users a small amount of damage had occurred to the grass area. He is to ask the contractors to repair the damage.

i. **Monthly Play Area Inspection Report:** Cllr Smith reported the minor repairs are still outstanding and the Clerk is to chase. There has been another case of dogs entering and fouling the play area. He is to ask the schools to alert parents to be vigilant about this.

ii. **To adopt the sub-lease to the CiC for the land for the Community Building on the Fairground:** Cllr Smith declared an interest.

1. Cllr Davies proposed that the Parish Council approve the text of the Sub-Lease and the Agreement for Lease to the Stratfield Mortimer Community Interest Company for the land for the Stratfield Mortimer Community Building (subject to the documents referred to in the Third Schedule of the Agreement for Lease being produced and agreed) and formal written approval from the Stratfield Mortimer Fairground Trustees, this was seconded by Cllr Clark and put to the vote: 10 in favour and 1 abstention (Cllr Smith).
2. Cllr Kiley also further proposed that once this detailed specification is received together with formal written approval from the Stratfield Mortimer Fairground Trustees that this be delegated to the Chairman and the Clerk to approve the documents referred to in the Third Schedule of the Agreement to Lease. The agreement for Lease can then be signed by the Clerk. This was seconded by Cllr Colaço and put to the vote: 10 in favour and 1 abstention (Cllr Smith).

The Sub-Lease will be granted when the obligations contained in the Agreement for Lease have been satisfied.

08/141 **Cemetery:** Cllr Clark reported that he and the Clerk attended a Cemetery Management Course in Taunton on the 30th September 2008 ran by the Institute of Cemetery and Cremation Management/Society of Local Council Clerks. This covered items such as Law relating to Registers, Plans, Rights, Graves, Memorial Management, Exhumation and other topics. Cllr Clark advised that it was a very informative and interesting course and that he was pleased that it confirmed that SMPC are following the correct procedures.

08/142 **Communications Committee:** Cllr Blagden reported the newsletter was despatched as planned and offered a vote of thanks to Cllr Colaço for doing a good job in producing the Newsletter.

08/143 **Update on Community Policing/BMNAG:**

BMNAG: Cllr Ives reported that he and Cllr Morsley attended the meeting held on the 30th September. Ideas raised regarding Mortimer were: possible shared parish funding of youth football evening at Willink Leisure Centre; possible Mortimer Youth Drop In Centre, selective street lighting in Mortimer (PCSO to look at possible suitable locations); possible re-activation of locking Fairground Car Park gates over night (*This has been passed to Fairground Trees & Amenities Committee to consider*); new signage requesting no diagonal parking outside McColls;

Community Policing: Cllr Ives reported that the monthly meeting between Burghfield and Mortimer and the PCSO took place on the 22nd September. The Police Office should be operational by the end of October but will not be opened to the public yet as volunteers will need training. He commented that the PCSO's shift patters are rigid and they always seem to work in pairs and it was felt that the PCSO's shift pattern should be flexible to enable him to attend major community events such as The Fun Run, Parish Plan Open Meeting and Remembrance Day Parade etc.

08/144 **Update on Parish Plan Refresh:** Cllr Morsley reported that the public launch of the Parish Plan took place on 4th October. Approximately 50 members of the public attended. The general impression was that people were interested to see the displays about the original plan and what has been achieved. Their comments and ideas for the refresh are yet to be analysed.

Audit Report from Messrs Mazars on completion of the Audit for year ending 31.3.08: The Clerk reported that Messrs Mazars (the Parish Council's external auditors) have returned the Annual Return for the year to 31 March 2008 duly audited. A copy of the public notice advising the conclusion of the audit and that the annual return will be available for inspection (by prior notice) will be advertised on the Parish Council notice boards for 14 days. A formal vote of thanks was offered to The Clerk for all her hard work in completing the audit.

08/145 **Finance - To agree accounts for payment for October:**

In accordance with the Council's Financial Regulations all the following items for payment were considered together. Cllr Davies proposed that these be paid, this was seconded by Cllr Kiley and carried unanimously.

- i. Clerk's Salary.
- ii. H M Revenue & Customs (Tax and NI).
- iii. Clerk's Expenses.
- iv. Custodian's Salary.
- v. Temporary Custodian's Salary.
- vi. RBWM BACS Payment (Pension).
- vii. Stewarts of Mortimer Ltd (Mortimer Link) £900 inc VAT.
- viii. Pipex Homecall Ltd (telephone Parish Office) direct debit £25.35 inc VAT.
- ix. Co-Operative Bank Visa Direct Debit £112.04 (Trainline £100.50 train tickets x 2 to Taunton), Forbuys Ltd £9.54 and £2.00 Service Charge)
- x. Mazars (External Audit Fee) £626.25 inc VAT.
- xi. Ian Philips (grass cutting Cemetery) £174.23 inc VAT.
- xii. SLCC (purchase of reference books) £107.60.
- xiii. Dads Shop Ltd £35.80 inc VAT
- xiv. T B Estate Services Ltd (Hire of Heras Fencing Fairground) £282.00 inc VAT.
- xv. R M Weavers (grass cutting Fairground for August) £374.47 inc VAT.
- xvi. I-next (mailbox set up and annual fee to 21.09.09) £89.30 inc VAT.
- xvii. West Berkshire Council (quarterly photocopying charges £47 inc VAT.
- xviii. British Telecom Direct Debit £59.50 inc VAT (line rental Parish Office).
- xix. Thames Valley Police Authority (PCSO Part funding quarter 2) £1,824.50.
- xx. Advance Printing (printing of Newsletter) £461.00.
- xxi. St John's Hall Management Committee (hall rental) £25.00.

08/146 **Correspondence:**

- Berkshire Association of Local Councils AGM Saturday 8th November. Cllrs Shorrocks, Clark and the Clerk are to attend.
- West Berkshire Council. Letter advising of amendments to the Permitted Development

regime for householders. The new rules are contained in the Town and Country Planning (General Permitted Development Order) 2008 which was laid before Parliament on the 10th September 2008 and came into force on the 1st October.

08/147 **Minor Matters/Future Agenda Items:**

- The Clerk was asked to write to the organisers of the Fun Run to thank them for putting on a good event.
- Remembrance Day Service and Parade Sunday 9th November 2008.

Date of Next Meeting: Thursday 13th November 2008 at 7:30 p.m.

The Meeting closed at 9:45pm